

Professional Assignment Information Form (PAIF) CBEDS 2003

This form is only to be used as a "district working copy" to be returned to your county or district coordinator.

DO NOT submit this form to GENESIS DATA or the California Department of Education.

DISTRICT:		SCHOOL:							
BIOGRAPHICAL									
Last Name		First Name		Middle	District Staff I.D. Number				
Highest Education Level		Gender		Birth Year					
Total Years Service		Years In District		Status					
Full/Part Time		% of Full Time		Paid to Teach Over 100%					
<table style="width:100%; border:none;"> <tr> <td style="width:15%;">Ethnic Group</td> <td style="width:45%;"> <input type="checkbox"/> American Indian or Alaska Native <input type="checkbox"/> Asian-Chinese <input type="checkbox"/> Asian-Japanese <input type="checkbox"/> Asian-Korean <input type="checkbox"/> Asian-Vietnamese <input type="checkbox"/> Asian-Asian Indian <input type="checkbox"/> Asian-Laotian <input type="checkbox"/> Asian-Cambodian <input type="checkbox"/> Asian-Other </td> <td style="width:40%;"> <input type="checkbox"/> Pacific Islander-Hawaiian <input type="checkbox"/> Pacific Islander-Guamanian <input type="checkbox"/> Pacific Islander-Samoan <input type="checkbox"/> Pacific Islander-Other <input type="checkbox"/> Filipino <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> African American, not of Hispanic origin <input type="checkbox"/> White, not of Hispanic origin </td> </tr> </table>							Ethnic Group	<input type="checkbox"/> American Indian or Alaska Native <input type="checkbox"/> Asian-Chinese <input type="checkbox"/> Asian-Japanese <input type="checkbox"/> Asian-Korean <input type="checkbox"/> Asian-Vietnamese <input type="checkbox"/> Asian-Asian Indian <input type="checkbox"/> Asian-Laotian <input type="checkbox"/> Asian-Cambodian <input type="checkbox"/> Asian-Other	<input type="checkbox"/> Pacific Islander-Hawaiian <input type="checkbox"/> Pacific Islander-Guamanian <input type="checkbox"/> Pacific Islander-Samoan <input type="checkbox"/> Pacific Islander-Other <input type="checkbox"/> Filipino <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> African American, not of Hispanic origin <input type="checkbox"/> White, not of Hispanic origin
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Type of Teaching Credential(s) Held				Authorized Teaching Areas					
<input type="checkbox"/> Full Credential <input type="checkbox"/> University Internship <input type="checkbox"/> District Internship <input type="checkbox"/> Pre-intern <input type="checkbox"/> Emergency Permit* <input type="checkbox"/> Waiver* <p>* Check only if required for current assignment</p> <p>** refer to PAIF Instructions for a list of English Learner authorizations.</p>				<input type="checkbox"/> Elementary/Self Contained Classroom/Multiple Subject <input type="checkbox"/> Secondary/Subject-Specific Classroom (Select one or more areas below) <table style="width:100%; border:none;"> <tr> <td style="width:50%;"> <input type="checkbox"/> General Secondary (All Subjects) <input type="checkbox"/> Agriculture <input type="checkbox"/> Art <input type="checkbox"/> Business <input type="checkbox"/> English <input type="checkbox"/> Foreign Language <input type="checkbox"/> Health Science <input type="checkbox"/> Home Economics </td> <td style="width:50%;"> <input type="checkbox"/> Industrial and Technology <input type="checkbox"/> Life Science <input type="checkbox"/> Mathematics <input type="checkbox"/> Music <input type="checkbox"/> Physical Education <input type="checkbox"/> Physical Science <input type="checkbox"/> Social Science <input type="checkbox"/> Vocational </td> </tr> </table> <input type="checkbox"/> Special Education <input type="checkbox"/> Reading Specialist/certificate <input type="checkbox"/> Primary Language Instruction (BCLAD or equivalents)** <input type="checkbox"/> English Language Development (ELD)** <input type="checkbox"/> Specially Designed Academic Instruction in English (SDAIE)** <input type="checkbox"/> Adult Education <input type="checkbox"/> Special Designated Subjects (driver education, driver training, ROTC, basic military drill, aviation flight or ground instruction)			<input type="checkbox"/> General Secondary (All Subjects) <input type="checkbox"/> Agriculture <input type="checkbox"/> Art <input type="checkbox"/> Business <input type="checkbox"/> English <input type="checkbox"/> Foreign Language <input type="checkbox"/> Health Science <input type="checkbox"/> Home Economics	<input type="checkbox"/> Industrial and Technology <input type="checkbox"/> Life Science <input type="checkbox"/> Mathematics <input type="checkbox"/> Music <input type="checkbox"/> Physical Education <input type="checkbox"/> Physical Science <input type="checkbox"/> Social Science <input type="checkbox"/> Vocational	
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Assignments (See CBEDS Administrative Manual 2003 or www.cde.ca.gov/demographics/coord/asgnhelp.htm for codes and descriptions)									
Code	Description	Percent	Male Enroll	Female Enroll	Grade	UC/CSU Rqmts			
1.						Yes / No			
2.						Yes / No			
3.						Yes / No			
4.						Yes / No			
5.						Yes / No			
6.						Yes / No			
7.						Yes / No			
8.						Yes / No			
Total Percent:		%	<i>(Total Percent must be 100% whether Full Time or Part Time, unless "Paid to Teach Over 100%" is Yes)</i>						

Instructions for Completing the PAIF

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Check each of the preprinted items. If the information is correct, do not mark the item. If the preprinted information is incorrect, cross out the information and write in the correct information in the appropriate box.

Complete the remaining sections that are blank. You may refer to the instructions below to assist you in completing each section.

Name

Each PAIF must include information to identify the individual record. If you choose not to submit your name, you must complete the District Assigned Staff Identification Number.

Highest Education Level

Select from the following:

- Doctorate
- Master's degree plus 30 or more semester hours
- Master's degree
- Bachelor's degree plus 30 or more semester hours
- Bachelor's degree
- Less than bachelor's degree

Gender

Indicate Male or Female.

Birth Year

Indicate the year you were born

Total Years of Service

Indicate the total years of public and/or private educational service and years of service in a certificated position in the district. Indicate "1" if you are beginning your first year. The total years of educational service should be greater than or equal to the total years of service in the district.

Status

Select from the following to indicate your current position:

- Tenured
- Probationary
- Long term substitute or temporary employee
- Other (if none of the above apply)

Full/Part Time (% of Full Time)

Indicate whether the position is "full time" or "part time" as defined by the district. If "part time", indicate the percent of a full time position you hold.

Teach Over 100%

If you are paid to teach in excess of your districts' full time teaching position (i.e. an extra period or more) indicate "yes". Do not include mentor teacher, coaching, adult education, ROP, department chair, or non-teaching assignments.

Racial/Ethnic Designation

Indicate the racial or ethnic designation(s) or groups to which you belong or with which you most closely identify.

Type of Teaching Credential Held

Indicate the credential(s) that you currently hold. Mark "Full Credential" if you have completed your teacher preparation program and hold a preliminary, clear, professional clear, or life credential. Do not report emergency permits or waivers if it is not necessary for your current assignment. Do not report pupil service or administrative credentials.

Authorized Teaching Area

Indicate all of the area(s) that your teaching credential authorizes you to teach.

Assignments

Code/Description

Using the 2003 CBEDS Assignment Code List (from the 2003 CBEDS Administrative Manual or the 2003 PAIF Instructions) indicate the code and title corresponding to your current course, class category, or assignment. The assignment code list is also available on our website at www.cde.ca.gov/demographics/coord/asgnhelp.htm.

Percent

Indicate the percent of time on the job devoted to each assignment. If all of your time is devoted to one assignment, show 100%. If you have multiple assignments, indicate the percent of time spent on each assignment. The total should equal 100% regardless if the person is in a full or part time position.

Male/Female

Report the number of male and female students in the class or course.

Grade Level

Select from the following to indicate the grade level of the majority

- | | |
|---------------------|------|
| - Any of grades K-3 | - 8 |
| - 4 | - 9 |
| - 5 | - 10 |
| - 6 | - 11 |
| - 7 | - 12 |

- multiple grades no majority (K-8) (no grade level represents over 50% of the students)

- multiple grades no majority (9-12) (no grade level represents over 50% of the students)

UC/CSU

Circle "Yes" or "No" whether or not this course is certified as meeting a course requirement by the University of California/ California State University for admission.